

**WATER DEPARTMENT
MINIMUM REQUIREMENTS FOR DEVELOPER'S PROJECT
TO GET BUILDING PERMIT OR PLAT RELEASED FOR PROJECTS UNDER \$ 25,000.00**

These minimum requirements only apply to minor projects such as: fireline tap, or large domestic and irrigation taps, and small water/sewer extensions or relocations. These minimum requirements do not apply to any large or long water or sewer extension projects or any major water and sewer projects.

NOTE: Small jobs may be submitted to the In-house design section through Water Applications section thereby dismissing the need for the requirements listed below. A design estimate will be prepared by them. After **payment** and approval of the design by the Developer's agents, the City contractor will do the utility work. This choice is available on small jobs and in the long run is faster and cheaper. (A) Submit a request to WATER APPLICATIONS for the design estimate to be done. (B) Approve and pay for job after design estimate finished (1-3 weeks). (C) The job is put on the list for the City contracted Contractor to do within 1-2 months(If the distance from the City main to the building is 100' or less then the vault for the double detector check can go in the building and save the expense of a vault on small water fireline jobs.

Requirements for Civil Engineer for full development plans:

Comprehensive Water and /or Sewer Studies must be submitted before plans.

Thirteen (13) sets of CIVIL UTILITY CONSTRUCTION PLANS and DOCUMENTS will be submitted to the DOE Plan Review Shop on the south end first floor of City Hall. The info covering the scope of water and sewer work will be routed to the Water Department by the DOE Project Manager to the attention of: Mr. David Speicher 817-392-8369.

Please advise the architect to coordinate with backflow prevention staff (Richard Munoz: 817-871-8375) and/or grease trap staff (Jerry Pressley: 817-871-8305) for potential requirements on the proposed development to eliminate delay on approval of building permit.

Later:

A cost estimate and exhibit prepared by the engineer **must be attached to the three (3) CFA copies signed by the Developer at the time they are submitted in the Water Department to Peggy Chaney 817-392-8428.**

Requirements for Developer:

Three (3) signed copies of the Informal CFA from the Developer (A copy is available from the Water Department Web site at: <http://www.fortworthgov.org/water> , click Customer Center(navigation button on the left), choose Information For Developer's Projects (one of the choices on the right side), where you will find all forms and design criteria. Attach a cost estimate and exhibit prepared by the engineer.) This is an agreement between the City and the Developer.

Developer's Deposit (Forward to Peggy Chaney 817-392-8428.)

This is based on the estimates of the scope of water and sewer work. It could be either **125%** check (which can be handled as escrow or revenue), **100% DEVELOPER'S BOND**, or **125%** Escrow/ Pledge . [Completion Agreements (holding plat hostage) and Letters of Credit (125%) will be accepted only after approval from the Legal Department]. Please submit the **the Escrow/ Revenue Form** with the **125% Cash** to indicate your choice on how your money will be paid.

On any of these submit a Vender's ID information online so that any Escrow, extra inspection fee or Revenue may be returned to you. A development bond copy or any of the others is available on the Water Web site.

www.fortworthgov.org/water <<http://www.fortworthgov.org/water>> click Customer Center (screen button on the left), choose Information For Developer's Projects (one of the choices on the right side), where you will find all forms and design criteria.)

Important: The person signing these financial guarantees and the informal CFA must be in an authority able to bind the company to the conditions of the CFA. Otherwise, we will need a written statement saying that person (Comptroller, Secretary of Co., Regional Mgr., etc.) has the authority to bind the company to the signed agreement.

3. **2% Inspection Fee.**

This is **2%** of the water and sewer estimates (**to Water, 4% to TPW**).

Requirements for Prequalified General or Utility Contractor:**

1. Certificate of Insurance.
2. Contract between the City, Developer, and the Contractor
3. Maintenance Bond
4. Tabulated tables of costs.

**See rules for Prequalification Requirements for Contractors.
2/16/2004